

DISPOSITION PROFILE

Environmental Protection Agency, RG 412

Acting on the disposition of your agency's records saves storage costs, helps you comply with Federal regulations, and reduces your legal liability. To help, we prepared this summary of your agency's holdings and the records that are eligible for disposition.

1. Your agency's total holdings (356,596 cubic feet):

Permanent records:	112,159 cubic feet
Temporary records:	237,008 cubic feet
Unscheduled records:	53 cubic feet
Pending, deferred, and other record	7,376 cubic feet

Last Year's Totals:

111,764 cubic feet
233,682 cubic feet
149 cubic feet
7,328 cubic feet

Pending, deferred, and other records represent transfers for which the disposition is undetermined. Working with NARA agencies can reduce costs and identify any historically valuable records. Current costs for storing your agency's pending, deferred, and other records is: \$24,181.

2. Records past due for disposition

Your agency could realize cost savings, if you approved destruction or accessioning of the records in this table. While there are costs associated with these disposition actions, the costs can be quickly recovered in savings on storage fees, as seen below. *

	Total cu. ft.	Annual Storage Cost	Annual Storage FY 19	One-Time Disposition Cost	Savings in Storage Cost from Disposition		
					3rd Year	5th Year	10th Year
Past due for accessioning	15,896	\$52,927	\$73,910	\$87,426	\$113,320	\$261,140	\$630,688
Change from last FY	7,325	\$25,333					
Past due for disposal	18,712	\$53,871	\$78,562	\$103,684	\$107,311	\$264,435	\$657,244
Change from last FY	4,528	\$14,704					
Remaining TIL Records	64,619	\$186,160	\$271,457	\$375,580	\$353,494	\$896,408	\$2,253,693
Unscheduled Records	53	\$184	\$254				

3. Frozen records: litigation or other holds totaling 81,842 cubic feet

In many cases, such disposition "freezes" are in place long after they are legally necessary. Your FRC Account Manager can help you work with your agency's legal counsel to remove unnecessary freezes. *

	Total cu. ft.	Annual Storage Cost	One-Time Disposition Cost	Savings in Storage Cost from Disposition		
				3rd Year	5th Year	10th Year
Frozen past due for destruction	116	\$334	\$638	\$364	\$1,032	\$2,703
Change from Last FY	5	\$28				

4. Future disposition

To help you plan, we prepared a summary of your agency's records due for accessioning or destruction, if not TIL-related, and the associated costs. *

	Total cu. ft.	Annual Storage Cost	One-Time Disposition Cost	Savings in Storage Cost from Disposition		
				3rd Year	5th Year	10th Year
Fiscal year 2019	10,988	\$31,752	\$61,822	\$62,444	\$154,958	\$386,242
Fiscal year 2020	8,240	\$23,731	\$45,880	\$47,066	\$116,282	\$289,320

*Savings based on FY 2018 rates, FY 2019 rates, and on ARCIS data as of 3/22/2018